

*ISC Minutes
August 8, 2018*

P	Stephanie Yara City Council	P	Brian Osterloh (<i>Acting</i>) COA, Dept. of Technology & Innovation (DTI)	P	Dr. Laurie Schatzberg UNM
P	Christopher Schroeder Real Time Solutions	A	Jared Quintana Lockheed Martin	P	Tim Skelton COA, Planning
A	Jesse Muniz Acting Chief Procurement Officer City of Albuquerque				

WHAT	WHO	TIME	AGENDUM
Announcements			
Call to order	Andre O'Brien		<i>Meeting was called to order at 1:34 pm.</i>
Roll Call	Sylvia Martinez		<i>There was a quorum.</i>
Review and Approve Agendum	Andre O'Brien		<i>Motion to approve the Agenda by Stephanie Yara; second by Tim Skelton. Motion carried unanimously</i>
Review and Approve Minutes from Previous ISC Meeting	Andre O'Brien		<i>Last meeting held July 11, 2018. ISC Meeting Minutes for May 10, 2017 and July 11, 2018 sent to ISC Committee for review. Motion to approve by Tim Skelton; second by Stephanie Yara. Motion carried unanimously.</i>
Public Comment			<i>There were no public Comments.</i>
ISC Actions			<p><u>APD Case Management solution (Allan Armenta)</u>, \$198,000.00. 07/11/2018.</p> <ul style="list-style-type: none"> • Case Management solution for the Albuquerque Police Department. • With staff currently keeping various case related data in many different locations, APD has long needed a Case Management solution. With Records and Management, Inc. APD looks to leverage the city's Hyland OnBase implementation to meet our needs, developing new workflows to not only store case related data, but also ease the work it takes to manage this data. The solution will focus on the following areas and add new items as they are discovered: <ul style="list-style-type: none"> • Make it easier and quicker for staff to upload documents • Eliminate the need for creating folders manually • Provide reporting on missing documents • Improve process of internal and external access • Audit reports • Records retention • Services: Total \$180,000.00 Licenses: Reporting Dashboards Module: \$10,000.00 Annual Maintenance for Reporting Dashboards: \$2,000.00 Hyland ShareBase (annual cost): \$6,000.00 Total being \$198,000.00 plus gross receipts tax and travel if applicable. A detailed breakdown is attached. • Please see pages 10 (Assumptions), 12 and 13 (Appendix D:

			<p>Duties/Responsibilities of Parties) of the attached APD_CaseManagement_CostEstimate_06092018.pdf for what is expected and required.</p> <p><i>Motion to approve made by Tim Skelton; second by Stephanie Yara. Allan Armenta from APD provided the committee description, need and benefit for this item.</i></p> <p><i>Allan Armenta answered questions asked by Committee Members. Motion carried unanimously.</i></p> <p><u>Sunport Billing Mgmt System (Patrick V. Frias)</u>, \$112,633.36. 07/16/2018.</p> <ul style="list-style-type: none"> • ABRM (Airport Billing Management) software upgrade and Cloud Host Migration • ABRM software version outdated and is needing to be upgraded for additional features that will enable the Aviation dept to streamline Airline Billing. <p><i>Motion to approve was made by Tim Skelton; second by Stephanie Yara.</i></p> <p><i>Patrick Frias from the City's Aviation Department telephonically gives the description and need for this requested purchase.</i></p> <p><i>Patrick Frias answered questions asked by the Committee Members. Motion carried unanimously.</i></p>
Standard Equipment over \$25K Approved by the IT Services Manager			<p><u>Security Cameras for Fire Management</u>, 31,826.91. July 18, 2018</p> <ul style="list-style-type: none"> • Security Cameras for APD Fire Management location • Update and extend security cameras for APD Fire Management <p><u>CF33</u> \$28,465.00. July 12, 2018</p> <ul style="list-style-type: none"> • Panasonic CF33(25), docks and carry straps. • Replenish old models that are past end of life. • These units will be put on the city domain.
Review IS Requests over \$25K		0	
Review and Approval of Policies	All		
New Business		0	
Large Project Status			
Problems, Warnings, Situational Awareness, Saved Rounds?	All	0	<i>Brian Osterloh informed the committee of the One ABQ app.</i>
Action Items		0	
Total Time			<i>Motion to adjourn by Stephanie Yara; second by Tim Skelton. Meeting adjourned at 2:07 pm.</i>